

APPENDIX C: Documentation of Commitment/Support

Entity Name: Virginia Department of Criminal Justice Services

Primary Location of Applicant: 1100 Bank Street, 12th Floor, Richmond, Virginia 23219

Primary Location of Activities: Across all parts of Virginia

Application Track: Promising Practices: Multiple Project Track

Attached please find:

1. Memorandum of Understanding (MOU) Between Virginia Department of Criminal Justice Services (DCJS) and Virginia State Police (VSP)
2. Letter of Support – Office of the Governor - Secretary of Public Safety and Homeland Security
3. Letter of Support – Virginia Association for Chiefs of Police (VACP)/Virginia Campus Law Enforcement Administrators (VACLEA)
4. Letter of Support – Virginia Department of Behavioral Health and Developmental Services
5. Letter of Support – Virginia Department of Health and Human Services
6. Letter of Support – Virginia Department of Human Resource Management
7. Letter of Support – Virginia Sheriff's Association
8. Letter of Support – Virginia State Police

COMMONWEALTH OF VIRGINIA
Memorandum of Understanding (MOU)
Between
The Virginia Department of Criminal Justice Services
and
The Virginia Department of State Police

May 18, 2021

1. PURPOSE

This memorandum of understanding (MOU) is between the Virginia Department of State Police (VSP) and the Virginia Department of Criminal Justice Services (DCJS). The purpose is to ensure collaboration for the 2021 Department of Homeland Security, Office for Targeted Violence and Terrorism Prevention (OTVTP) grant. DCJS (grantee) and VSP will work together to enhance Virginia's capacity to prevent terrorism and targeted violence. This will be achieved by increasing community outreach, Virginia's threat assessment and management capabilities, and robust training for partnering agencies, law enforcement, and the community.

2. GENERALLY

- 2.1 The Memorandum of Understanding (MOU) is effective upon the signature of the Superintendent of VSP and the Director of DCJS.
- 2.2 This MOU shall remain in full force and effect until such time both agencies confirm in writing it is no longer necessary or until the end of the grant cycle.
- 2.3 Amendments to this MOU must be agreed upon by both agencies in writing, and amendments shall remain in force until both agencies confirm in writing they are no longer necessary or desirable.
- 2.4 In the event the grant is terminated or not awarded by DHS/OTVTP this MOU shall become invalid.

3. SCOPE OF WORK

3.1 VSP and DCJS agree that DCJS will:

- Oversee and be responsible for all grant-related activity.
- Prepare procurement solicitations for language translation, legal, and threat assessment contractors and subject matter experts associated with the grant.
- Advertise training and awareness sessions, set up participant registration, provide materials and agendas, email participant certificates, and provide an electronic link to participants to receive resources after the conclusion of the event.
- Secure site(s), manage all logistics, assume procurement responsibilities with all legal and threat assessment speakers, and provide any materials necessary to facilitate the training.
- Reimburse VSP for travel-related expenses associated with grant related travel up to \$36,000 over the 24-month grant period.
- Process VSP reimbursement invoices in a manner consistent with prompt payment procedures. Reimbursement to VSP will be limited to actual expenses documented and submitted to DCJS.
- Be responsible for submitting all grant reports to the OTVTP.

3.2 VSP and DCJS agree that VSP will:

- Collaborate with DCJS to execute the goals of the grant.
- Provide Subject Matter Experts (SME) from the Virginia Fusion Center (VFC) to assist in providing training on domestic terrorism, radicalization, aberrant behavior, and the "See Something, Say

Something" program at no additional cost beyond travel reimbursement up to \$36,000 over the 24-month grant period.

- Provide VFC staff to assist in the development and review of awareness materials.
- Assist in the promotion of training events.
- Invoice DCJS on a quarterly basis for any travel expenses associated with the implementation of the program goals; specifically travel reimbursement (in accordance with state guidelines) of staff utilized for training events. The invoices shall be submitted by the 15th of the month following the end of the quarter.
- Submit supporting documentation for invoices submitted upon request, to comply with grant documentation requirements and/or audits.

4. ADDITIONAL STIPULATIONS

- 4.1 **Conflict of Interest:** DCJS and VSP shall be subject to all federal, state, and local conflict of interest laws, regulations, and policies. Such laws include the Code of Virginia Sections 2.2-3100 – 3131.
- 4.2 **Compliance with Controlling Law:** DCJS and VSP shall comply with all laws, ordinances, regulations, and policies of the federal, state, and local governments applicable to this MOU. The laws of the Commonwealth of Virginia shall govern and control the terms and conditions of this MOU.
- 4.1.1 **Authority and Dispute Resolution:** The partners hereby agree that each shall maintain its own existing lines of authority for activities and decisions which are distinctly its own. None of the partners shall have cause to require or demand operational modifications to activities that are rightfully the province of another partner. The partners agree to work jointly in good faith to ensure that activities are mutually supportive of the overall program goals. In the event of a dispute in program operations, the partners agree that they shall provide representation in problem-solving efforts, the goals of which shall be the effectiveness and sustenance of the partnership and the grant program.

Agreed to by:

(b)(6)	
Shannon Dion Director Department of Criminal Justice Services	Gary T. Settle Superintendent Virginia Department of State Police
Date: 5/20/2021	Date: 5/19/2021



COMMONWEALTH of VIRGINIA

Office of the Governor

Brian J. Moran
Secretary of Public Safety
and Homeland Security

May 14, 2021

RE: Virginia Department of Criminal Justice Services Application for Funding Through the Department of Homeland Security (DHS) 2021 Targeted Violence and Terrorism Prevention (TVTP) Grant Program

As the Virginia Secretary of Public Safety and Homeland Security, I would like to take the opportunity to express support for the Department of Criminal Justice Services' (DCJS) application for funding from the 2021 Targeted Violence and Terrorism Prevention (TVTP) Grant Program. The grant funding would be used to train local law enforcement officers and relevant community members and civilians on preventing and responding to acts of targeted violence and expand and enhance Virginia's comprehensive threat assessment management program.

DCJS seeks to increase Virginia's threat assessment and management capabilities by providing more robust law enforcement training and building the Behavioral Threat Assessment Model in the community. The grant will support a comprehensive approach that is in alignment with the Department of Homeland Security's Strategic Framework for Countering Terrorism and Targeted Violence to raise awareness and establish training for community members, law enforcement, service providers, and other audiences. This specialized training enhances the ability of law enforcement to respond to individuals experiencing a mental health crisis who may be at risk of harming themselves or others.

DCJS' Virginia Center for School and Campus Safety (VCSCS) has a reputation throughout the Commonwealth for providing excellent and effective training and resources for PreK-12 public schools, institutions of higher education (IHEs) and local law enforcement agencies. As Secretary over nine public safety agencies, my office will partner with the VCSCS in this mission by encouraging state and local public safety agencies to participate in trainings and disseminate information to their constituencies. This collaborative effort to integrate the Commonwealth's threat assessment management program with active attack response training will make it possible to avert violence and to respond and save lives when events necessitate it. Having fully trained public safety officials throughout the Commonwealth who are knowledgeable on how to intervene and interrupt violent acts will be invaluable to our citizens.

I would like to thank the Department of Homeland Security for this opportunity and reiterate my support of this application.

Sincerely,

(b)(6)

Brian Moran
Secretary of Public Safety and Homeland Security,
Commonwealth of Virginia



VIRGINIA ASSOCIATION of CHIEFS of POLICE

& Foundation

(b)(6)

May 18, 2021

PRESIDENT

Chief Maggie A. DeBoard
Herndon

IMMEDIATE PAST

PRESIDENT

Chief Howard B. Hall
Roanoke County

1ST VICE PRESIDENT

Chief A. J. Panebianco
Middleburg

2ND VICE PRESIDENT

Chief R. Keith Hartman
Buena Vista

3RD VICE PRESIDENT

Chief Bradley J. Rinehimer
James City County

BOARD MEMBERS

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Germanna Community
College

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Hopewell

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Ashland

EXECUTIVE

DIRECTOR

Dana G. Schrad

MEMBERSHIP &
EVENTS MANAGER

Audrey F. Altovilla

COMMUNICATIONS
MANAGER

Erin G. Schrad

FINANCE MANAGER

C. Suzanne Robinson

PROGRAMS MANAGER

Stephanie Diaz

RE: Virginia Department of Criminal Justice Services Application for Funding Through the Department of Homeland Security (DHS) 2021 Targeted Violence and Terrorism Prevention (TVTP) Grant Program

On behalf of the Virginia Association of Chiefs of Police & Foundation, Inc. (VACP) and the Virginia Association of Campus Law Enforcement Administrators (VACLEA), I would like to thank you for your work in the critical area of behavioral threat assessment, active assailant, and civilian response to active shooter events. I am writing in support of the application from the Department of Criminal Justice Services (DCJS) for funding from the 2021 Targeted Violence and Terrorism Prevention (TVTP) Grant Program to train local law enforcement officers and relevant community members and civilians on preventing and responding to acts of targeted violence. DCJS seeks to increase Virginia's threat assessment and management capabilities by providing more robust law enforcement training and building out the Behavioral Threat Assessment Model in the community. The grant will support a comprehensive approach that is in alignment with the Department of Homeland Security's Strategic Framework for Countering Terrorism and Targeted Violence to raise awareness and establish training for community members, law enforcement, service providers, and other audiences.

We acknowledge the need for specialized training for law enforcement officers and community members to recognize and address aberrant behavior that may pose a threat of violence and impact the safety of workplaces. DCJS' Virginia Center for School and Campus Safety (VCSCS) is well-known statewide for providing high quality professional development trainings and relevant resources that assist law enforcement officers working in schools, campuses, and the community in the area of behavioral threat assessment and active assailant response. The VCSCS currently offers a robust threat assessment training program for PreK-12 public schools and institutions of higher education (IHEs) in Virginia as is mandated by legislation. These training programs highlight the importance of multi-disciplinary collaboration to benefit students, staff, and faculty. Funding that would enable the VCSCS to expand the success of mandated threat assessment team training in PreK-12 and IHEs to local law enforcement and community agencies would positively impact localities in Virginia and make our communities safer.

The VACP and VACLEA have been proud partners of the DCJS on numerous projects over the years and will continue to offer support and assistance to further the goals of expanding threat assessment programming to localities. We will encourage our membership to participate in the training and take full advantage of the resources produced through this grant. We will also provide support as a point of contact within the jurisdictions where the training is being offered and provide assistance in any way possible.

We appreciate the Department of Homeland Security making this funding available and the consideration of the DCJS application.

Sincerely,

(b)(6)

Dana G. Schrad
Executive Director



COMMONWEALTH of VIRGINIA

ALISON G. LAND, FACHE
COMMISSIONER

DEPARTMENT OF
BEHAVIORAL HEALTH AND DEVELOPMENTAL SERVICES

Post Office Box 1797
Richmond, Virginia 23218-1797

Telephone (804) 786-3921
Fax (804) 371-6638
www.dbhds.virginia.gov

May 13, 2021

Shannon Dion, Director
Virginia Department of Criminal Justice Services
1100 Bank Street
Richmond, Virginia 23219

RE: Virginia Department of Criminal Justice Services Application for Funding Through the Department of Homeland Security (DHS) 2021 Targeted Violence and Terrorism Prevention (TVTP) Grant Program

Dear Ms. Dion:

As Commissioner of the Virginia Department of Behavioral Health and Developmental Services (DBHDS), I am writing in support of the application from the Department of Criminal Justice Services (DCJS) to receive funding from the 2021 Targeted Violence and Terrorism Prevention (TVTP) Grant Program.

The solicitation invites applicants to apply for funding to train local law enforcement officers and relevant community members and civilians on preventing and responding to individual acts of targeted violence. DCJS seeks to increase Virginia's threat assessment and management capabilities by providing more robust law enforcement training and building the Behavioral Threat Assessment Model in the community. The grant will support a comprehensive approach that is in alignment with the Department of Homeland Security's Strategic Framework for Countering Terrorism and Targeted Violence to raise awareness and establish training for community members, law enforcement, service providers, and other audiences. This specialized training enhances the ability of law enforcement to respond to individuals who are experiencing a mental health crisis and may be at risk of harming themselves or others.

DCJS' Virginia Center for School and Campus Safety (VCSCS) has a reputation throughout the Commonwealth for providing effective training and resources for PreK-12 public schools, institutions of higher education (IHEs) and local law enforcement agencies. As a partner, the Department of Behavioral Health and Developmental Services will encourage Community Service Board personnel and Crisis Intervention Team members to attend threat assessment trainings and build strong relationships with community behavioral threat assessment teams. This invaluable communication and sharing of information will lead to enhanced interventions with individuals at risk of violence. Inclusion of behavioral interventionists into community behavioral threat

assessment teams will have a positive impact within the Commonwealth of Virginia on violence prevention and reduction of harm.

We would like to extend our appreciation to the Department of Homeland Security for making this funding available as we endorse this application.

Sincerely,

(b)(6)

Alison G. Land, FACHE
Commissioner



COMMONWEALTH of VIRGINIA

Office of the Governor

Daniel Carey, MD
Secretary of Health and Human Resources

May 18, 2021

RE: Virginia Department of Criminal Justice Services Application for Funding Through the Department of Homeland Security (DHS) 2021 Targeted Violence and Terrorism Prevention (TVTP) Grant Program

As Secretary of Health and Human Resources in the Commonwealth of Virginia, I oversee twelve state agencies which provide often-vital services to Virginia's most vulnerable populations including individuals with disabilities, the aging community, low-income working families, children, and caregivers. Therefore, I am writing in support of the application from the Department of Criminal Justice Services (DCJS) for funding through the 2021 Targeted Violence and Terrorism Prevention (TVTP) Grant Program.

The solicitation invites applicants to apply for funding to train local law enforcement officers and relevant community members and civilians on preventing and responding to individual acts of targeted violence. DCJS seeks to enhance Virginia's threat assessment and management capabilities by providing more robust law enforcement training and developing the Behavioral Threat Assessment Model in communities. The grant will support a comprehensive approach that is in alignment with the Department of Homeland Security's Strategic Framework for Countering Terrorism and Targeted Violence to raise awareness and establish training for community members, law enforcement, service providers, and other audiences. This specialized training enhances the ability of law enforcement to respond to individuals experiencing a mental health crisis who may be at risk of harming themselves or others.

DCJS' Virginia Center for School and Campus Safety (VCSCS) is recognized as a national leader in providing effective training and resources for PreK-12 public schools, institutions of higher education (IHEs) and local law enforcement agencies. If DCJS is awarded this grant, As Secretary of Health and Human Services, I will disseminate information regarding these trainings and encourage participation of agencies that are under our scope. We will also advise mental health providers of the available threat assessment trainings and encourage them to attend. The plan to use the grant funding to target multiple audiences including law enforcement officers, community service board members, human resource personnel, mental health providers and other community members will ensure a positive impact in the Commonwealth.

We appreciate the Department of Homeland Security making this funding available and we look forward to maximizing its impact in Virginia and across the nation.

Sincerely,

(b)(6)

Daniel Carey, MD, MHCH



EMILY S. ELLIOTT
DIRECTOR

COMMONWEALTH OF VIRGINIA
Department Of Human Resource Management

James Monroe Building
101 N. 14th Street, 12th Floor
Richmond, Virginia 23219
Tel: (804) 225-2131
(TTY) 711

May 18, 2021

RE: Virginia Department of Criminal Justice Services Application for Funding Through the Department of Homeland Security (DHS) 2021 Targeted Violence and Terrorism Prevention (TVTP) Grant Program

As Director of the Virginia Department of Human Resources Management, I am in full support of the Department of Criminal Justice Services' (DCJS) application to receive funding to train local law enforcement officers and relevant community members and civilians on preventing and responding to acts of targeted violence through the 2021 Targeted Violence and Terrorism Prevention (TVTP) Grant Program.

DCJS seeks to increase Virginia's threat assessment and management capabilities by providing more robust law enforcement training and developing the Behavioral Threat Assessment Model in the community. The grant will support a comprehensive approach that is in alignment with the Department of Homeland Security's Strategic Framework for Countering Terrorism and Targeted Violence to raise awareness and establish training for community members, law enforcement, service providers, and other audiences. This specialized training enhances the ability of law enforcement to respond to individuals experiencing a mental health crisis who may be at risk of harming themselves or others.

DCJS' Virginia Center for School and Campus Safety (VCSCS) has a reputation throughout the Commonwealth for providing effective training and resources for PreK-12 public schools, institutions of higher education (IHEs) and local law enforcement agencies. The Virginia Department of Human Resources Management will support the mission of the VCSCS by encouraging governmental human resource officers to become members of local community behavioral threat assessment teams. This Department will also disseminate a letter of support in this mission. This will positively impact the Commonwealth and add a new level to the local threat assessment teams.

The Virginia Department of Human Resources Management is pleased to endorse this application and is grateful to the Department of Homeland Security for providing this opportunity.

Sincerely,

(b)(6)

Emily Elliott, Director
Department of Human Resource Management
Commonwealth of Virginia



Virginia Sheriffs' Association

901 EAST BYRD STREET, SUITE 1301, RICHMOND, VIRGINIA 23219
PHONE (804) 225-7152 • FAX (804) 225-7162 • WWW.VASHERIFF.ORG

May 12, 2021

President
Darrell W. Warren, Jr.

Immediate Past President
Timothy C. Carter

Past President
Beth Arthur

Past President
Steve M. Draper

Past President
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1st Vice President
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Region III
J. Eric Orange

Region IV
Eric B. Hess

Region V
Anthony W. "Tony" Roper

Region VI
Stacey A. Kincaid

Region VII
W. A. "Arnie" Holmes

Region VIII
Antionette V. Irving

Region IX
William T. "Tim" Jarratt, Jr.

Region X
Joe Baron

Executive Director
John W. Jones

RE: Virginia Department of Criminal Justice Services Application for Funding Through the Department of Homeland Security (DHS) 2021 Targeted Violence and Terrorism Prevention (TVTP) Grant Program

As Executive Director of the Virginia Sheriffs' Association (VSA), it is my pleasure to express my support of the Department of Criminal Justice Services' (DCJS) application for funding through the DHS 2021 Targeted Violence and Terrorism Prevention (TVTP) Grant Program. This grant funding will expand and sustain training for local law enforcement officers and relevant community members and civilians on preventing and responding to acts of targeted violence. DCJS seeks to increase Virginia's threat assessment and management capabilities by providing more robust law enforcement training and building the Behavioral Threat Assessment Model in communities. The grant will support a comprehensive approach that is in alignment with the Department of Homeland Security's Strategic Framework for Countering Terrorism and Targeted Violence to raise awareness and establish training for community members, law enforcement, service providers, and other audiences.

The Virginia Sheriffs' Association members acknowledge the need for specialized training for law enforcement officers and community members to recognize and address aberrant behavior that may pose a threat of violence and impact the safety of workplaces. DCJS' Virginia Center for School and Campus Safety (VCSCS) is well-known statewide for providing high quality professional development events and relevant resources that assist law enforcement officers working in schools, campuses, and the community in the area of behavioral threat assessment and active assailant response. Virginia deputies have participated in the robust DCJS threat assessment training program for PreK-12 public schools as is mandated by legislation. These training programs highlight the importance of multi-disciplinary collaboration to benefit students, staff, and faculty. Funding that would enable the VCSCS to expand the success of mandated threat assessment team training in PreK-12 and IHEs to local law enforcement and community agencies would positively impact localities in Virginia and make our communities stronger and safer. The VSA will, in partnership with DCJS, support all training to be held under this mission. In addition, we will provide information to our member agencies in order to raise attendance so that more professionals can be trained in this important topic.

DCJS has a reputation among law enforcement agencies in the Commonwealth for providing high quality training and resources in support of school, campus, and law enforcement personnel. The Virginia Sheriffs' Association is pleased to endorse this application for funding to address the community behavioral threat assessment and active assailant prevention programming. We thank you for making this funding available.

Sincerely,

(b)(6)

John W. Jones
Executive Director



COMMONWEALTH OF VIRGINIA

Colonel Gary T. Settle
Superintendent

DEPARTMENT OF STATE POLICE

Lt. Colonel Tracy S. Russillo
Deputy Superintendent

(804) 674-2000

P. O. Box 27472, Richmond, VA 23261-7472

May 17, 2021

Director Shannon Dion
Virginia Department of Criminal Justice Services
1100 Bank Street, 12th Floor
Richmond, Virginia 23219

Dear Director Dion:

RE: Virginia Department of Criminal Justice Services Application for Funding Through the Department of Homeland Security (DHS) 2021 Targeted Violence and Terrorism Prevention (TVTP) Grant Program

As Superintendent of the Virginia State Police (VSP), I would like to show my support of the application from the Department of Criminal Justice Services (DCJS) for funding from the 2021 Targeted Violence and Terrorism Prevention (TVTP) Grant Program.

The solicitation invites applicants to apply for funding to train local law enforcement officers and relevant community members and civilians on preventing and responding to acts of targeted violence. DCJS seeks to increase Virginia's threat assessment and management capabilities by providing more robust law enforcement training and developing the Behavioral Threat Assessment Model in the community. The grant will support a comprehensive approach that is in alignment with the Department of Homeland Security's Strategic Framework for Countering Terrorism and Targeted Violence to raise awareness and establish training for community members, law enforcement, service providers, and other audiences.

DCJS' Virginia Center for School and Campus Safety (VCSCS) is a leader in providing effective training and resources for PreK-12 public schools, institutions of higher education (IHEs) and local law enforcement agencies. The reputation of the VCSCS is well known throughout the Commonwealth of Virginia. As a partner, the Virginia State Police (VSP) and Fusion Center will provide subject matter experts to train local law enforcement officers and relevant community members on the Fusion Liaison Officer program and the SHIELD program offered by VSP. These programs will further augment the community behavioral threat assessment team trainings. By helping citizens recognize and report suspicious behavior and preparing law enforcement to share information across disciplines, the Commonwealth is better able to prevent and interrupt acts of targeted violence. These specialized trainings will enhance the ability of law

enforcement to respond to individuals who are experiencing a mental health crisis and may be at risk of harming themselves or others. Additionally, VSP will share information and provide resources to assist in preventing terrorism and violence within our respective jurisdiction and throughout Virginia.

We offer our sincere appreciation to the Department of Homeland Security for making this funding available as we endorse this application.

Sincerely,

(b)(6)

Superintendent

EMW-2021-GR-APP-00077

Application Information

Application Number: EMW-2021-GR-APP-00077

Funding Opportunity Name: Fiscal Year (FY) 2021 Targeted Violence and Terrorism Prevention (TVTP)

Funding Opportunity Number: DHS-21-TTP-132-00-01

Application Status: Pending Review

Applicant Information

Legal Name: Virginia Department Of Criminal Justice Services

Organization ID: 21910

Type: State governments

Division: Center for School and Campus Safety

Department: Department of Criminal Justice Services

EIN: (b)(6)

EIN Shared With Organizations:

DUNS: 809392392

DUNS 4:

Congressional District: Congressional District 03, VA

Physical Address

Address Line 1: 1100 Bank Street

Address Line 2: 12th Floor

City: Richmond

State: Virginia

Province:

Zip: 23219-3640

Country: UNITED STATES

Mailing Address

Address Line 1: 1100 Bank Street

Address Line 2: 12th Floor

City: Richmond

State: Virginia

Province:

Zip: 23219-3640

Country: UNITED STATES

SF-424 Information

Project Information

Project Title: Virginia Targeted Violence and Terrorism Prevention (TVTP) Program

Program/Project Congressional Districts: Congressional District 03, VA

Proposed Start Date: Fri Oct 01 00:00:00 GMT 2021

Proposed End Date: Sat Sep 30 00:00:00 GMT 2023

Areas Affected by Project (Cities, Counties, States, etc.): Commonwealth of Virginia

Estimated Funding

Funding Source	Estimated Funding (\$)
Federal Funding	\$714850
Applicant Funding	\$0
State Funding	\$0
Local Funding	\$0
Other Funding	\$0
Program Income Funding	\$0
Total Funding	\$714850

Is application subject to review by state under the Executive Order 12373 process? Program is not covered by E.O. 12372.

Is applicant delinquent on any federal debt? false

Contacts

Contact Name	Email	Primary Phone Number	Contact Types
Mark Fero	(b)(6)		Authorized Official Signatory Authority Primary Contact
Donna Michaelis			Secondary Contact

SF-424A

Budget Information for Non-Construction Programs

Grant Program: Targeted Violence and Terrorism Prevention Grant Program

CFDA Number: 97.132

Budget Object Class	Amount
Personnel	\$150000
Fringe Benefits	\$11475
Travel	\$36000
Equipment	\$0
Supplies	\$0
Contractual	\$478621
Construction	\$0
Other	\$0
Indirect Charges	\$38754
Non-Federal Resources	Amount
Applicant	\$0
State	\$0
Other	\$0
Income	Amount
Program Income	\$0

How are you requesting to use this Program Income? [\$budget.programIncomeType]

Direct Charges Explanation:

Indirect Charges explanation:

Forecasted Cash Needs (Optional)

	First Quarter	Second Quarter	Third Quarter	Fourth Quarter
Federal	\$	\$	\$	\$
Non-Federal	\$	\$	\$	\$

Future Funding Periods (Years) (Optional)

First	Second	Third	Fourth
\$	\$	\$	\$

Remarks:

SF-424C

Budget Information for Construction Programs

Assurances for Non-Construction Programs

Form not applicable? false

Signatory Authority Name: Mark Fero

Signed Date: Fri May 21 21:46:41 GMT 2021

Signatory Authority Title: Grants Compliance

Certification Regarding Lobbying

Form not applicable? false

Signatory Authority Name: Mark Fero

Signed Date: Fri May 21 21:46:41 GMT 2021

Signatory Authority Title: Grants Compliance Manager

Disclosure of Lobbying Activities

Form not applicable? false

Signatory Authority Name: Mark Fero

Signed Date: Fri May 21 21:46:41 GMT 2021

Signatory Authority Title: Grants Compliance

ATTACHMENTS FORM

Instructions: On this form, you will attach the various files that make up your grant application. Please consult with the appropriate Agency Guidelines for more information about each needed file. Please remember that any files you attach must be in the document format and named as specified in the Guidelines.

Important: Please attach your files in the proper sequence. See the appropriate Agency Guidelines for details.

1) Please attach Attachment 1	1234-APPENDIX A - Completed I	Add Attachment	Delete Attachment	View Attachment
2) Please attach Attachment 2	1235-APPENDIX B - Resumes of	Add Attachment	Delete Attachment	View Attachment
3) Please attach Attachment 3	1236-APPENDIX C - Documentati	Add Attachment	Delete Attachment	View Attachment
4) Please attach Attachment 4	1237-Cover Page and Project N	Add Attachment	Delete Attachment	View Attachment
5) Please attach Attachment 5		Add Attachment	Delete Attachment	View Attachment
6) Please attach Attachment 6		Add Attachment	Delete Attachment	View Attachment
7) Please attach Attachment 7		Add Attachment	Delete Attachment	View Attachment
8) Please attach Attachment 8		Add Attachment	Delete Attachment	View Attachment
9) Please attach Attachment 9		Add Attachment	Delete Attachment	View Attachment
10) Please attach Attachment 10		Add Attachment	Delete Attachment	View Attachment
11) Please attach Attachment 11		Add Attachment	Delete Attachment	View Attachment
12) Please attach Attachment 12		Add Attachment	Delete Attachment	View Attachment
13) Please attach Attachment 13		Add Attachment	Delete Attachment	View Attachment
14) Please attach Attachment 14		Add Attachment	Delete Attachment	View Attachment
15) Please attach Attachment 15		Add Attachment	Delete Attachment	View Attachment

CERTIFICATION REGARDING LOBBYING

Certification for Contracts, Grants, Loans, and Cooperative Agreements

The undersigned certifies, to the best of his or her knowledge and belief, that:

(1) No Federal appropriated funds have been paid or will be paid, by or on behalf of the undersigned, to any person for influencing or attempting to influence an officer or employee of an agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with the awarding of any Federal contract, the making of any Federal grant, the making of any Federal loan, the entering into of any cooperative agreement, and the extension, continuation, renewal, amendment, or modification of any Federal contract, grant, loan, or cooperative agreement.

(2) If any funds other than Federal appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with this Federal contract, grant, loan, or cooperative agreement, the undersigned shall complete and submit Standard Form-LLL, "Disclosure of Lobbying Activities," in accordance with its instructions.

(3) The undersigned shall require that the language of this certification be included in the award documents for all subawards at all tiers (including subcontracts, subgrants, and contracts under grants, loans, and cooperative agreements) and that all subrecipients shall certify and disclose accordingly. This certification is a material representation of fact upon which reliance was placed when this transaction was made or entered into. Submission of this certification is a prerequisite for making or entering into this transaction imposed by section 1352, title 31, U.S. Code. Any person who fails to file the required certification shall be subject to a civil penalty of not less than \$10,000 and not more than \$100,000 for each such failure.

Statement for Loan Guarantees and Loan Insurance

The undersigned states, to the best of his or her knowledge and belief, that:

If any funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with this commitment providing for the United States to insure or guarantee a loan, the undersigned shall complete and submit Standard Form-LLL, "Disclosure of Lobbying Activities," in accordance with its instructions. Submission of this statement is a prerequisite for making or entering into this transaction imposed by section 1352, title 31, U.S. Code. Any person who fails to file the required statement shall be subject to a civil penalty of not less than \$10,000 and not more than \$100,000 for each such failure.

* APPLICANT'S ORGANIZATION

Virginia Department of Criminal Justice Services

* PRINTED NAME AND TITLE OF AUTHORIZED REPRESENTATIVE

Prefix: Mrs. * First Name: Shannon Middle Name:
* Last Name: Dion Suffix:
* Title: Director

* SIGNATURE: Mark Fero

* DATE: 05/21/2021

Application for Federal Assistance SF-424

* 1. Type of Submission:

- ☐ Preapplication
☒ Application
☐ Changed/Corrected Application

* 2. Type of Application:

- ☒ New
☐ Continuation
☐ Revision

* If Revision, select appropriate letter(s):

* Other (Specify):

* 3. Date Received:

05/21/2021

4. Applicant Identifier:

5a. Federal Entity Identifier:

5b. Federal Award Identifier:

State Use Only:

6. Date Received by State:

7. State Application Identifier:

8. APPLICANT INFORMATION:

* a. Legal Name: Virginia Department of Criminal Justice Services

* b. Employer/Taxpayer Identification Number (EIN/TIN):

(b)(6)

* c. Organizational DUNS:

8093923920000

d. Address:

* Street1:

1100 Bank Street

Street2:

* City:

Richmond

County/Parish:

* State:

VA: Virginia

Province:

* Country:

USA: UNITED STATES

* Zip / Postal Code:

23219-0000

e. Organizational Unit:

Department Name:

Center School/Campus Safety

Division Name:

Dept. Criminal Justice Svcs.

f. Name and contact information of person to be contacted on matters involving this application:

Prefix:

* First Name:

Shellie

Middle Name:

* Last Name:

Evers

Suffix:

Title: School Safety Training & Conference Coord.

Organizational Affiliation:

Department of Criminal Justice Services

* Telephone Number:

(b)(6)

Fax Number:

(b)(6)

* Email:

(b)(6)

Application for Federal Assistance SF-424

* 9. Type of Applicant 1: Select Applicant Type:

A: State Government

Type of Applicant 2: Select Applicant Type:

Type of Applicant 3: Select Applicant Type:

* Other (specify):

* 10. Name of Federal Agency:

Department of Homeland Security - FEMA

11. Catalog of Federal Domestic Assistance Number:

97.132

CFDA Title:

Financial Assistance for Targeted Violence and Terrorism Prevention

* 12. Funding Opportunity Number:

DHS-21-TTP-132-00-01

* Title:

Fiscal Year (FY) 2021 Targeted Violence and Terrorism Prevention (TVTP)

13. Competition Identification Number:

Title:

14. Areas Affected by Project (Cities, Counties, States, etc.):

Add Attachment

Delete Attachment

View Attachment

* 15. Descriptive Title of Applicant's Project:

Virginia Targeted Violence and Terrorism Prevention (TVTP) Program

Attach supporting documents as specified in agency instructions.

Add Attachments

Delete Attachments

View Attachments

Application for Federal Assistance SF-424**16. Congressional Districts Of:*** a. Applicant * b. Program/Project

Attach an additional list of Program/Project Congressional Districts if needed.

Add Attachment

Delete Attachment

View Attachment

17. Proposed Project:* a. Start Date: * b. End Date: **18. Estimated Funding (\$):**

* a. Federal	<input type="text" value="714,850.00"/>
* b. Applicant	<input type="text" value="0.00"/>
* c. State	<input type="text" value="0.00"/>
* d. Local	<input type="text" value="0.00"/>
* e. Other	<input type="text" value="0.00"/>
* f. Program Income	<input type="text" value="0.00"/>
* g. TOTAL	<input type="text" value="714,850.00"/>

*** 19. Is Application Subject to Review By State Under Executive Order 12372 Process?**

- ☐ a. This application was made available to the State under the Executive Order 12372 Process for review on .
- ☐ b. Program is subject to E.O. 12372 but has not been selected by the State for review.
- ☒ c. Program is not covered by E.O. 12372.

*** 20. Is the Applicant Delinquent On Any Federal Debt? (If "Yes," provide explanation in attachment.)**☐ Yes ☒ No

If "Yes", provide explanation and attach

Add Attachment

Delete Attachment

View Attachment

21. *By signing this application, I certify (1) to the statements contained in the list of certifications and (2) that the statements herein are true, complete and accurate to the best of my knowledge. I also provide the required assurances** and agree to comply with any resulting terms if I accept an award. I am aware that any false, fictitious, or fraudulent statements or claims may subject me to criminal, civil, or administrative penalties. (U.S. Code, Title 218, Section 1001)**

☒ ** I AGREE

** The list of certifications and assurances, or an internet site where you may obtain this list, is contained in the announcement or agency specific instructions.

Authorized Representative:

Prefix: * First Name:

Middle Name:

* Last Name:

Suffix:

* Title: * Telephone Number: Fax Number: * Email: * Signature of Authorized Representative: * Date Signed:

OTVTP Implementation & Measurement Plan

Organization Name	Virginia Department of Criminal Justice Services
Project Title	Virginia Targeted Violence and Terrorism Prevention (TVTP)
Grant Number	DHS-20-TTP-132-00-01
Grant Implementation Period	10/01/2021 to 9/30/2023
<hr/> Project Goal Statement <hr/>	
<p>Establish, expand, and enhance local targeted violence and terrorism prevention frameworks in Virginia through enhanced communication with and training for the broader community as well as development of community threat assessment management teams and training for law enforcement and citizens.</p>	
<hr/> Target Population <hr/>	
<ul style="list-style-type: none"> • Civilian community members throughout the Commonwealth of Virginia, including those with access and/or functional needs • Faith based and community organization • State and local law enforcement agencies • K-12 public and private schools • Institutions of Higher Education • Statewide agencies, to include: Virginia State Police, Virginia Fusion Center, Virginia Department of Education, Virginia Department of Behavioral Health and Disabilities Services, Virginia Community College Services, State Council for Higher Education in Virginia, Virginia Association of Chiefs of Police, Virginia Association of Campus Law Enforcement Agencies • Other local, state, and Federal entities as appropriate 	

Objective 1: The local community has awareness of the radicalization to violence process and what the threat of targeted violence and terrorism looks like.

Goal IMPLEMENTATION PLAN

Objectives	Activity	Inputs/Resources	Time Frame	Anticipated Outputs
<i>Objective 1:</i>	<i>Activity 1. Conduct 1-day Domestic Terrorism and Violent Extremism Awareness trainings with stakeholder groups, specifically Virginia Department of Education, Virginia Department of Behavioral Health and Disabilities Services, Virginia Community College Services, State Council for Higher Education in Virginia, Virginia Association of Chiefs of Police, Virginia Association of Campus Law Enforcement.</i>	<i>Virginia Fusion Center (VFC) analyst, Department of Criminal Justice Services (DCJS) staff, threat assessment consultant, participants to receive training, training venue</i>	<i>approx. 6 in the first six months 21 in the remaining grant period</i>	<i>Six training sessions conducted to 300 stakeholder agencies. 21 training sessions conducted to over 1300 stakeholders.</i>
<i>:</i>	<i>Activity 2. Provide Community Awareness Briefings (CAB), focused on raising awareness of domestic terrorism, radicalization, and the behavioral threat assessment process, in seven different regions spread through the Commonwealth.</i>	<i>Virginia Fusion Center (VFC) analyst, Department of Criminal Justice Services (DCJS) staff, threat assessment consultant, participants to receive training, training venue, VFC curriculum</i>	<i>11 CABS in year 1 and 17 in year 2</i>	<i>Conduct 27 Community Awareness Sessions to over 1300 community stakeholders</i>
	<i>Activity 3a Provide Sign Language Interpretation to course content to reach a broader audience. Activity 3b. Provide translation services to make Briefings available in Spanish and other languages as deemed feasible to reach a broader audience..</i>	<i>Language Interpreter Services Sign Language Interpreter Services</i>	<i>Above course and Briefings</i>	<i>a. Interpreted content for deaf and hearing impaired constituents b. CAB handouts translated to Spanish, Mandarin, and Korean</i>

Goal MEASUREMENT PLAN

Activity #	Performance Measures	Data Collection Method and Timeframe
<i>1</i>	<i>Number of 1-day awareness training sessions held and number of stakeholders attending</i>	<i>Documented date, time, venue, number of stakeholders in attendance, evaluation; 6 session held in the first six months</i>
<i>2</i>	<i>Number of Community Awareness Briefings for civilian/community members</i>	<i>Documented date, time, venue, number of stakeholders in attendance, evaluation; 24 session held during the grant period</i>
<i>3 a and b</i>	<i>Number of interpreted hours of content and number of Briefings made available to stakeholders.</i>	<i>Documented number of content hours and documents translated; means of distribution, and feedback received</i>
<i>4</i>	<i>% of improved awareness of terrorism and extremism</i>	<i>Pre and post tests</i>

Objective 2: The local community has awareness of both the risk factors for – and the protective factors against – radicalizing to violence.

IMPLEMENTATION PLAN

Objectives	Activity	Inputs/Resources	Time Frame	Anticipated Outputs
<i>Objective 2:</i>	<i>Activity 1 Conduct training on recognizing aberrant behavior and linking it to the behavioral threat assessment process</i>	<i>Virginia Fusion Center (VFC) analyst, Department of Criminal Justice Services (DCJS) staff, threat assessment consultant, participants to receive training, training venue</i>	<i>within the first year</i>	<i>14 training sessions conducted to at least 700 community leaders.</i>
	<i>Activity 2. Develop eLearning modules of the aberrant behavior and behavioral threat assessment awareness training</i>	<i>Department of Criminal Justice Services (DCJS) staff, threat assessment consultant, eLearning company, participants to receive training</i>	<i>within the first 12 months</i>	<i>eLearning modules available to all stakeholders in the Commonwealth</i>
	<i>Activity 3a Provide Sign Language Interpretation to course content to reach a broader audience.</i> <i>Activity 3b. Provide translation services to make training and eLearning modules available in Spanish and other languages as deemed feasible to reach a broader audience.</i>	<i>Language Interpreter Services</i> <i>Sign Language Interpreter Services</i>	<i>Above course and eLearning modules</i>	<i>a. Interpreted content for deaf and hearing impaired constituents</i> <i>b. handouts translated to Spanish, Mandarin, and Korean</i>

Goal MEASUREMENT PLAN

Activity #	Performance Measures	Data Collection Method and Timeframe
1	<i>Number of aberrant behavior and threat assessment awareness training sessions held and number of community leaders attending</i>	<i>Documented date, time, venue, number of community leaders in attendance, and evaluations; approx. 2 session held per region</i>
2	<i>Number participants completing the eLearning modules</i>	<i>Documented date, time, duration of login, number of participants that complete the module ; ongoing throughout the grant cycle</i>
3 a and b	<i>Number of interpreted hours of content and number of training sessions made available to stakeholders.</i>	<i>Documented number of content hours and documents translated; means of distribution, and feedback received</i>
4	<i>% of improved awareness of aberrant behavior and threat assessment concepts</i>	<i>Pre and post tests</i>

Objective 3: Members of the local community engage among the broadest set of local stakeholders that sustain trusted partnerships and increase communications addressing radicalization to violence.

Goal IMPLEMENTATION PLAN

Objectives	Activity	Inputs/Resources	Time Frame	Anticipated Outputs
<i>Objective 3:</i>	<i>Activity 1. Develop a 2-day CBTAT Train-the-Trainer curricula for law enforcement, mental health professionals and community members</i>	<i>Department of Criminal Justice Services (DCJS) staff, threat assessment consultant,</i>	<i>within the first 9 months</i>	<i>one 2-day Train-the-Trainer curriculum (print and electronic format)</i>
	<i>Activity 2 Conduct 2-day CBTAT trainings to law enforcement, mental health professionals and community members</i>	<i>Department of Criminal Justice Services (DCJS) staff, threat assessment consultant, participants to receive training, training venue</i>	<i>Three sessions in each of the seven regions</i>	<i>21 training sessions conducted for over 1000 participants</i>
	<i>Activity 3 Develop a best practice and model policy guide for CBTAT</i>	<i>Department of Criminal Justice Services (DCJS) staff, threat assessment consultant</i>	<i>Within the first 9 months</i>	<i>Print and electronic copies of the guide</i>
	<i>Activity 4 Provide legal training specifically addressing liability and Information Sharing for CBTATs</i>	<i>Department of Criminal Justice Services (DCJS) staff, threat assessment consultant, Legal consultant, participants to receive training, training venue</i>	<i>Ongoing throughout the grant cycle</i>	<i>12 training sessions for at least 600 participants</i>
	<i>Activity 5 Provide technical assistance to CBTATs</i>	<i>Department of Criminal Justice Services (DCJS) staff, threat assessment consultant</i>	<i>Throughout the grant cycle</i>	<i>Approx. 150 hours of consulting</i>
	<i>Activity 6a Provide Sign Language Interpretation to course content to reach a broader audience.</i>	<i>Language Interpreter Services</i>	<i>Above courses</i>	<i>a. Interpreted content for deaf and hearing impaired constituents</i>
	<i>Activity 6b. Provide translation services to make training and eLearning modules available in Spanish and other languages as deemed feasible to reach a broader audience..</i>	<i>Sign Language Interpreter Services</i>		<i>b. Handouts translated to Spanish, Mandarin, and Korean</i>

Goal MEASUREMENT PLAN

Activity #	Performance Measures	Data Collection Method and Timeframe
1	2-day Train-the-Trainer curricula	Completed within the first 9 months
.2	Number CBTAT training sessions held and number of participants attending	Documented date, time, venue, number of participants in attendance; 3 sessions held in each of the seven regions over the grant cycle
3	Best practices and model policy guide	Completed within the first 9 months
4	Legal training sessions held for CBTAT members	Documented date, time, venue, number of participants in attendance
5	Provide technical assistance to stakeholders	Technical assistance request form, document date, time, duration of consultation, and survey on the effectiveness of the consultation
6 a and b	Number of interpreted hours of content and number of training sessions made available to stakeholders.	Documented number of content hours and documents translated; means of distribution, and feedback received
7	% of improved understanding of community behavioral threat assessment concepts	Pre and post tests

Objective 4: Members of the local community have the ability to act on their awareness training and help members of their community before they threaten other members of the community by knowing how to contact – and understanding the role of – threat assessment and management teams.

Example Goal IMPLEMENTATION PLAN

Objectives	Activity	Inputs/Resources	Time Frame	Anticipated Outputs
<i>Objective 4</i>	<i>Activity 1 Conduct “See Something, Say Something” training</i>	<i>Virginia Fusion Center (VFC) analyst, Department of Criminal Justice Services (DCJS) staff, participants to receive training, training venue</i>	<i>One in each region during each year of the grant</i>	<i>16 training sessions conducted to at least 700 civilian/community stakeholders.</i>
	<i>Activity 2 Provide eLearning training modules on recognizing aberrant behavior and reporting</i>	<i>Department of Criminal Justice Services (DCJS) participants to receive training</i>	<i>Ongoing from 9 months through the end of the grant</i>	<i>eLearning modules available to all stakeholders in the Commonwealth</i>
	<i>Activity 4a Provide Sign Language Interpretation to course content to reach a broader audience.</i> <i>Activity 4b. Provide translation services to make training available in Spanish and other languages as deemed feasible to reach a broader audience.</i>	<i>Language Interpreter Services</i> <i>Sign Language Interpreter Services</i>	<i>Above courses</i>	<i>a. Interpreted content for deaf and hearing impaired constituents</i> <i>b. handouts translated to Spanish, Mandarin, and Korean</i>

Goal MEASUREMENT PLAN

Activity #	Performance Measures	Data Collection Method and Timeframe
1	<i>Number of “See Something, Say Something” training sessions held and number of participants attending</i>	<i>Documented date, time, venue, number of participants in attendance, participant surveys; 2 session held in each of the seven regions during the two year grant cycle</i>
2	<i>Number of participants taking course</i>	<i>Documented completion of course and post test</i>
3	<i>Number participants completing the eLearning modules</i>	<i>Documented date, time, duration of login, number of participants that complete the module ; ongoing throughout the grant cycle</i>
4 a and b	<i>Number of interpreted hours of content and number of training sessions made available to stakeholders.</i>	<i>Documented number of content hours and documents translated; means of distribution, and feedback received</i>
5	<i>% of improved awareness of how to recognize and how/when to report</i>	<i>Pre and post tests</i>

RISK MANAGEMENT PLAN

The following risk assessment chart is designed to assist in the identification of potential occurrences that would impact achieving project objectives, primarily those originating externally and that are outside of the organization's control. Risks could include, but are not limited to: economic, social, or political changes; changes to planned partnerships; legal or compliance changes; or other risks unique to this project. Use the chart below to identify these risks; add additional rows if necessary.

Risk Identified	Risk Analysis (brief assessment of the impact the identified risk could/would have on the project)	Risk Management Plan (plan to minimize the impact that the risk presents to the project and adjustments to be made if the risk transpires)
Turn-over of Governor and State Agency heads	MOU and Letters of Intent are voided	Continuity of CBTAM Coordinator, Center Director, VSP and Grant Compliance Supervisor can explain the importance of the project and point to data collection and accomplishments for renewed and continued partnerships.
Distinguishing between risks related behaviors and constitutionally protected activity.	Create mistrust and Constitutional issues for law enforcement	Adopted policies and consistent training on Privacy, Civil Rights, and Civil Liberties Compliance Verification for the Intelligence Enterprise, developed by the U.S. Department of Justice's Global Justice Information Sharing Initiative, assists law enforcement agencies in determining whether they are in compliance with applicable privacy-related policies, procedures, rules, and guidelines.
Mental Health professionals and educators may be hesitant to share information regarding individuals.	Disruption of information or missed leakage may result in act of violence.	Conduct Liaison with community mental health providers and fully understand policies that enable sharing and safeguarding of sensitive information. Build trust and relationships and training for mental health and law enforcement.
Lack of trust in law enforcement by the community.	Due to recent events the community may have less trust for law enforcement that will result in less collaboration and sharing of information or leakage.	Roundtable meetings, Building Communities of Trust, and increased transparency. Train local leaders in CBTAM, and CAB so that they can communicate with community and relay information to law enforcement.

APPENDIX B: Resumes of Key Personnel

Entity Name: Virginia Department of Criminal Justice Services

Primary Location of Applicant: 1100 Bank Street, 12th Floor, Richmond, Virginia 23219

Primary Location of Activities: Across all parts of Virginia

Application Track: Promising Practices: Multiple Project Track

Key Personnel:

- Donna Michaelis, Director, Virginia Department of Criminal Justice Services, Center for School & Campus Safety (*Resume attached*)
- Amy Lay, Virginia State Police, Virginia Fusion Center (*Resume attached*)
- Christopher Putnam, Special Agent, Virginia State Police (*Resume attached*)
- Austin White, Special Agent, Virginia State Police (*Resume attached*)
- Grant Program Coordinator/Threat Assessment Subject Matter Expert (*To be hired; position description attached*)

Donna Poulsen Michaelis

Director, Virginia Department of Criminal Justice Services, Center for School and Campus Safety

PROFILE

- 30 years successful experience in state and local criminal justice agencies in planning/implementing training programs and constituent outreach programming.
- Ability to train, motivate, and supervise team members to operate at high capacity level.
- Responsible for the leadership, planning, development, implementation of all aspects of school and campus safety programming, training, data collection, and resources for the Commonwealth of Virginia as the Director of the Virginia Center for School and Campus Safety.
- Responsible for the successful implementation of the school safety audit program, the most extensive data collection of schoolsafety data in the nation.
- Worked independently to develop, deliver, and coordinate the training of school and campus security departments, school resource officers, state and local government entities, parent and citizen groups, professional organizations, schools and colleges, and other constituent groups throughout the Commonwealth of Virginia.
- Developed and implemented a cadre of trainings and conferences (approximately 150 trainings and 10 conferences annually) to serve school and campus safety professionals.
- Developed and leverage partnerships with all sister agencies within the Public Safety, Education, and Health and Human Resources secretariats (Virginia Department of Health, Virginia Department of Alcoholic Beverage Control, Virginia State Police, Virginia Department of Education, Virginia Department of Behavioral Health and Developmental Services, and Virginia Office of the Attorney General), to advance programs and combine monies for programmatic purposes to serve our constituents.
- Developed and delivered hundreds of educational and informational presentations to law enforcement personnel, school and campus safety professionals, professional organizations, and civic and business organizations on school safety and related crime prevention topics and other public speaking assignments on behalf of the DCJS and VCSCS.
- Promoted school and campus safety issues and legislation through summaries and reviews of proposed legislation in the General Assembly, serving as agency legislative point or contact during legislative sessions developing legislative action summaries.
- Served on numerous federal, state, and local roundtables and forums on issues of concern affecting our schools and campuses such as critical incident response, emergency planning, threat assessment team implementation, and school-police partnerships.

SYNOPSIS OF ACHIEVEMENTS

- 2019 -Director's Special Recognition Award - Department of Criminal Justice Services
- 2013 - Appointed to and received Recognition by Governor for service on the Public Safety Workgroup of the Taskforce on School and Campus Safety
- 2012 - Recognition by Governor as member for the Governor's College Campus Safety and Violence Prevention PSA Challenge
- 2010 - Director's Special Recognition Award - Department of Criminal Justice Services
- 2009 -Director's Special Recognition Award - Department of Criminal Justice Services
- 2008/Ongoing - Led the statewide implementation of Behavioral Threat Assessment and Data Collection
- 2000/Ongoing - Led the Virginia Center for School and Campus Safety since its inception
- 1995- Outstanding Civilian Employee of the Year - Chesterfield County Police Department
- 1988 - Civilian Employee of the Year - Chesterfield County Police Department

EMPLOYMENT

Virginia Department of Criminal Justice Services, Richmond, VA 1998 – Present

- Director, Virginia Center for School and Campus Safety since its inception in 2000.
- Led the Center into the most successful and longest running Center for School Safety in the nation.
- Supervised a dynamic staff of highly skilled professionals with expertise in K12 public school and higher education safety experience, gangs and violent crime, and general law enforcement training.
- Developed statewide and national resources to guide local school divisions and law enforcement working in schools

and on campuses in successful partnerships addressing crime and violence prevention.

- Provided professional training consultation and technical assistance to criminal justice agencies and personnel on school and campus safety issues and programs.
- Provided leadership and guidance in the development, collection, and review of school and campus safety audit tools and surveys to collect relevant information from public schools, colleges and universities.
- Provided leadership, direction, and review of the curriculum and training development provided by contract providers.
- Provided for the creation of necessary reports to work/advisory teams, including the School Safety Audit Program Report and the Annual Report for the Office of the Director of DCJS.
- Provided support to multi-disciplinary teams, boards, advisory groups, committees, and commissions in the development and delivery of campus safety and security initiatives.
- Ascertained criminal justice training needs by performing needs assessments and research, including surveys, interviews and observations.
- Served as agency liaison with public and private entities working on school safety and campus security.
- Assisted in identifying, defining and developing policy and guidance resource materials for school safety, campus threat assessment, school resource officers, homeland security and preparedness, law enforcement, crisis response, crime victims, biased based policing, crime prevention, regulatory processes, and grants.
- Developed guidance, policy, model and resource materials for agency constituents, that promote evidence-based practices in the criminal justice system and that include research and constituent input.

Chesterfield County Police Department, Chesterfield, VA 1985 - 1998

- Served as one of Chesterfield County Police Department's first D.A.R.E. officers (1986)
- Served as Chesterfield County's first Child Safety Coordinator.
- Supervised 21 school crossing guards and child safety officers.
- Developed and implemented an extensive curriculum for K-5 grades on life skills, physical safety, and crime prevention in Chesterfield County to replace the DARE and expand the school resource officer program throughout the county middle and high schools.

EDUCATION

College of William and Mary

Williamsburg, VA 1985

Bachelor of Arts; Government, Minor in Education

REFERENCES

Available upon request.

AMY L. LAY

EDUCATION

August 2001-December 2003 Old Dominion University, Norfolk, VA
Master of Arts- Applied Sociology, Concentration in Criminal Justice

- GPA (b)(6)

August 1996-May 2000 Virginia Wesleyan College, Norfolk, VA
Bachelor of Arts- Criminal Justice and Psychology

- GPA (b)(6)

PROFESSIONAL EXPERIENCE

January 2019-Present Virginia State Police, Virginia Fusion Center
Analytical Program Manager, Deputy Director of Northern Virginia Regional Intelligence Center and Virginia Fusion Center

- Regularly attending and briefing at executive, senior policy, and community leader meetings occurring in the National Capital Region (NCR) on behalf of CID/VSP to build and sustain relationships with local, state, and federal partners
- Daily coordination with NVRIC Director to ensure collaboration, cooperation, and deconfliction between both centers
- Regular coordination with NCR Fusion Center Directors and management to promote and ensure communication, collaboration, and deconfliction
- Update annually and manage the roles and responsibilities outlined in the NCR Fusion Center Concept of Operations
- Provide regular briefings to the Homeland Security Executive Committee (HSEC) and Northern Virginia Police Chiefs and Sheriffs
- Provide institutional support and direct guidance to VFC and NVRIC management on policy, analysis, and fusion center processes
- Provide input on NCR policy and plans development for information and intelligence sharing, fusion center processes, and coordination that impact VSP and VFC
- Maintain relationships with local, state, and federal agencies to ensure information sharing and obtaining real time information during emerging incidents occurring in the NCR to brief VSP leadership and coordinate VFC response
- Create and maintain SINS for Division 7 and ensures agencies are receiving timely, pertinent information based on their concerns and needs
- Manage the research and development of all joint products between VFC and NVRIC and between all four NCR fusion centers to ensure appropriate

processes and reviews are utilized

- Ensure information is shared in a timely and accurate manner with all public safety and homeland security partners and ensure Division 7, VFC, and NVRIC personnel all have the same information for the region
- Provide guidance and briefings for personnel that make decisions for the NCR UASI grant funding
- Manage CID analysts assigned to Division 7
- Provide training on fusion center processes and research to VFC and NVRIC personnel
- Maintain grant reporting and budgets for the NCR UASI funding allotted to the Virginia Fusion Center

January 2012-January 2019 Virginia State Police, Virginia Fusion Center

Lead Intelligence Analyst

- Provided institutional support and direct guidance to VFC and NVRIC management on policy, analysis, and fusion center processes
- Provided input on NCR policy and plans development for information and intelligence sharing, fusion center processes, and coordination that impact VSP and VFC
- Facilitated and managed monthly conference calls for NCR Fusion Center personnel to discuss current trends, projects, and opportunities for collaboration
- Regularly conducted outreach with executives and management from local, state, and federal jurisdictions for law enforcement, emergency management, and fire/EMS to gather priority concerns and identify Standing Information Needs (SINs) for the region
- Ensured information is shared between VFC and NVRIC, and provides VSP Division 7 BFO and BCI as well as VFC personnel with pertinent regional information in a timely manner
- Provided presentations on regional trends and fusion centers
- Provided training on fusion center processes and research to VFC and NVRIC personnel
- Acted as a liaison between the Virginia Fusion Center and Northern Virginia law enforcement, public safety, homeland security, and first responder agencies by attending regional meetings, conferences, and presentations
- Provided presentations to region personnel regarding capabilities of the Virginia Fusion Center as well as regional trends and threats
- Researched and composed intelligence products for the region
- Handled case support requests for database checks and intelligence analysis products for law enforcement personnel in the region

June 2010-January 2012 Virginia State Police, Virginia Fusion Center

Analysis and Policy Manager, Deputy Director of Virginia Fusion Center

- Oversaw daily operations of the Virginia Fusion Center by providing direction and guidance to analysts and sworn personnel with regards to policy, handling assignments and projects, and resolving issues as needed
- Provided presentations to executive staff, governor's office, and other executive-level personnel regarding the fusion center and its initiatives, goals, operations, and needs as well as regarding sensitive information as necessary
- Wrote and revised all Virginia Fusion Center policy and protocols regarding operations, information sharing, intelligence products, security, and dissemination
- Provided strategic planning for the Virginia Fusion Center by maintaining the collection plan and collection requirements, as well as by organizing and developing the overall Strategic Plan that outlines goals and objectives for the center
- Managed all analytical components of the Virginia Fusion Center, for a total of five units, comprised of 24 analysts: Terrorism, Gangs, Criminal Activity & RFIs, Critical Infrastructure & Key Resources, and Field Analysts assigned to regions
- Acted as final reviewer for all intelligence products created by the Virginia Fusion Center, editing and revising products as needed to meet dissemination standards and ensure integrity and accuracy of all products
- Developed production plan for all intelligence products to be created by the Virginia Fusion Center on an annual basis
- Developed and recommended new product lines to meet customer needs and provide timely information
- Maintained duties of Analyst Supervisor position

August 2006-June 2010 Virginia State Police, Virginia Fusion Center

Analyst Supervisor

- Evaluated front line supervisors for the analytical units in the Virginia Fusion Center
- Ensured information and intelligence are shared appropriately with those agencies and/or personnel that have a right and need to know
- Oversaw scheduling for the analytical component of the Virginia Fusion Center and ensured appropriate staffing levels are met based on current needs and events
- Provided training to all personnel assigned to the Virginia Fusion Center regarding operations, intelligence, analysis, and privacy rights
- Conducted hiring process for all analysts assigned to the Virginia Fusion Center
- Provided tours and presentations for the Virginia Fusion Center to stakeholders in an effort to further build partnerships
- Served as panelist for Fusion Center presentations and conferences
- Acted as the board chairman for analyst certification for the Virginia

Crime Analysis Network, with responsibilities in developing a training curriculum and certification program for local and state analysts in Virginia

January 2007-January 2011 Federal Law Enforcement Training Center

Guest Lecturer, Introductory Intelligence Analyst Training Program

- Provided instruction on intelligence analysis to law enforcement analysts throughout the U.S. on topics to include the Intelligence Process, Developing Collection and Dissemination Plans, Creating Hypotheses, Report Writing, and Introduction to PowerPoint.
- Provided constructive feedback to students during final course project presentations and offered assistance and guidance during the production of presentations

July 2009-September 2010

URS Corporation

Support Infrastructure Protection Analyst

- Integrated field notes from Site Assessment Visit teams on critical infrastructure and key resources into an accurate, final report for the Department of Homeland Security, ensuring the reports adhered to Department of Homeland Security standards and guidelines for products
- Performed Independent Technical Review of integrated reports, ensuring all guidelines were followed

September 2003-August 2006 Virginia State Police, Virginia Fusion Center

Lead Intelligence Analyst

- Provided first line supervision and evaluated analysts assigned to the Virginia Fusion Center
- Reviewed completed analytical products, serving as the first reviewer and providing recommendations for improvement
- Produced statistical reports for management on monthly and quarterly basis
- Provided training to new analysts on databases and operations

February 2003-September 2003

Virginia State Police

Intelligence Analyst

- Wrote strategic and tactical intelligence products regarding criminal activity for the Criminal Intelligence Division
- Conducted research on law enforcement, homeland security, and open source information and compiled written reports based on this research
- Produced analytical charts and graphics utilizing i2 Analyst Notebook, Microsoft Visio, and ArcGIS
- Responded to requests for information and public hotlines, conducting database checks and forwarding to appropriate law enforcement personnel for follow up
- Developed and presented PowerPoint presentations regarding current crime trends for law enforcement audiences

October 2000-February 2003

Newport News Police Department

Crime Analyst

- Provided tactical crime analysis for local police precinct police officers and detectives
- Conducted hot spot analysis using GIS mapping software
- Responded to requests for information regarding crime patterns, crime series, and statistical data

AWARDS RECEIVED

2009 Eastern District of Virginia- Richmond Division U.S. Attorney's Law Enforcement Public Service Award- May 2009

Virginia Association of Chiefs of Police Award for Outstanding Contribution to Law Enforcement- August 2008

Commonwealth of Virginia Governor's Award for Agency Star- May 2008

SECURITY CLEARANCE

TS/SCI clearance, held by FBI Washington Field Office (renewed in 2018)

TRAINING RECEIVED

28CFR Part 23 training (Institute for Intergovernmental Research)
Assessing Terrorism Related Risk (S2 Institute)
Basic Behavioral Threat Assessment and Management (Sigma)
Civilian First Line Supervisor Leadership School (Virginia State Police)
Crime Analysis Applications (Alpha Group Center)
Crime Mapping & Analysis Program (National Law Enforcement & Corrections Technology Center)
Criminal Intelligence Analysis (Alpha Group Center)
Criminal Investigative Analysis (Alpha Group Center)
Critical Infrastructure & Key Resource Asset Protection program (DHS)
Death Investigations (Virginia State Police)
Fundamentals of Terrorism Training Program (FLETC)
Fusion Center Leaders Program (Naval Postgraduate School)
General Instructor School (Virginia State Police)
Homeland Security & Terrorism Analysis (Alpha Group Center)
Intelligence Commanders Course (Bureau of Justice Assistance)
Internet Investigations (Virginia State Police)
Introduction to ArcGIS I (ESRI)
Introduction to ArcGIS II (ESRI)
Introduction to i2 Analyst Notebook Level 1 (i2 Inc.)
Introductory Intelligence Analyst Training Program (FLETC)
IS-100 Introduction to Incident Command System (FEMA)
IS-200 Basic Incident Command System (FEMA)

IS-700 National Incident Management System (FEMA)
IS-800 National Response Plan: An Introduction (FEMA)
IS-860 National Infrastructure Protection Plan course (FEMA)
Leadership in Police Organizations (IACP)
Operations Security for Public Safety Agencies (FLETC)
Privacy Rights & Civil Liberties Training (DHS)
Protected Critical Infrastructure Information certification (DHS)
Suspicious Activity Reporting: The Analyst Role (Institute for Intergovernmental
Research)

Christopher Putnam

Special Agent, Virginia State Police

(b)(6)

-Law Enforcement Work Experience

Position/Dates: **Special Agent Bureau of Criminal Investigation / Criminal Intelligence Division – Present**

Duties include developing policy and procedure for the implementation of a Behavioral Threat Assessment and Management Unit. Assess, manage or assist other agencies with all threats brought to the attention of the Virginia State Police. Enforce the code of Virginia as deemed necessary. Maintain all current law enforcement certifications.

Position/Dates: **Senior Trooper Area 6 Duty Post 1 Chesterfield November 10, 2014 – September 10, 2018**

Patrol duties include but not limited to the routine patrol of Interstate 95, Interstate 295, Route 288, Route 76 and Route 150, investigating motor vehicle crashes, assisting disabled motorists and handling other calls for service. In between handling my responsibilities, I conduct traffic stops for violations of the Code of Virginia. I conduct criminal investigations placing the appropriate charges in each case ensuring prosecution when appropriate.

Position/Dates: **Trooper Area 6 Duty Post 2 Powhatan August 2004 - March 2010**

Patrol duties included but not limited to the routine patrol of all county roads while investigating motor vehicle crashes, assisting disabled motorists and assisting the Sheriff's office with calls for service. I handled / assisted with calls for domestic violence, stolen property, assaults, trespassing, shop lifting, accidental / unattended deaths and numerous other police related matters.

Position/Dates: **Virginia State Police Academy January 12, 2004 - August 27, 2004**

-Special Awards/ Achievements

2021 Member of the Association of Threat Assessment Professionals

2018 Virginia Association of Chiefs of Police Award of Valor

2018 Virginia State Police Award of Honor

2017 Central Chesterfield Ruritan Club Trooper of the Year award

2013 Looking Beyond the License Plate award from the International Association of Chiefs of Police

2013 Alcohol Safety Action Program award

2013 Mothers Against Drunk Driving award

2011 American Legion Trooper of the Year award

2007-2017 Field Training Officer

AUSTIN C. WHITE

(b)(6)

Objectives

To continue my involvement and expand my capabilities as a practitioner and instructor in the fields of law enforcement, homeland security, emergency management and counterterrorism.

Experience

Lieutenant • June 2020 - Present

Virginia State Police • 7700 Midlothian Turnpike North Chesterfield, VA 23235

Assigned as the Special Agent in Charge of the Criminal Intelligence Division, manage and coordinate activities of the Division for Joint Terrorism Task Force, Field Intelligence Unit, Behavioral Threat Management Unit, Human Intelligence Project and sworn law enforcement intelligence support to the Virginia Fusion Center.

Staff Instructor • October 2002 - Present

Executive Protection Institute • 16 Penn Plaza, Suite 1570 New York, NY 10001

Presenter and topic management developer for the Personal Protection Specialist training program. Instruct in topics to include; risk management, threat assessments, protective movements, travel considerations, event and estate security, emergency medical care, operations security and explosives detection.

Adjunct Instructor • May 2006 - Present

Virginia Department of Emergency Management • 15501 Trade Court Richmond, VA 23236

Presenter for Federal Emergency Management Agency and Commonwealth of Virginia emergency management training programs. Provide presentations in National Incident Management System, Incident Command System, Mass Fatalities Incident Response, Weather Warning Coordination, Disaster Recovery and other associated classes.

Adjunct Instructor and Instructor Trainer • January 2015 - Present

Leidos/Center for Domestic Preparedness • 61 Responder Drive Anniston, AL 36205

Provide specialized training for law enforcement and other public safety officers in the field of preparedness and response issues during chemical, biological, radiological, nuclear, explosive (CBRNE) incidents. Provide detailed information on intelligence and incident command systems.

First Sergeant • October 2018 – June 2020

Virginia State Police • 7700 Midlothian Turnpike Richmond, VA 23235

Assigned as the Deputy Director of the Virginia Fusion Center, manage both sworn and non-sworn personnel, coordinate the Fusion Liaison Training Program, VFC SHIELD and other outreach mechanisms, serve as the Privacy Officer and coordinate the security program for information dissemination as well as the physical plant of the organization.

Special Agent/Senior State Trooper/State Trooper • October 1994 – October 2018
Virginia State Police • 7700 Midlothian Turnpike Richmond, VA 23235

Served as a uniformed law enforcement officer as well as an investigator dealing with traffic, criminal and intelligence issues. Assignments included Field Training Officer, Crime Prevention Specialist, academy instructor and shift leader on the Executive Protective Unit providing dignitary protection for the Governor and First Family of the Commonwealth.

Skills

- Weapons of Mass Destruction Radiological/Nuclear Awareness Program Presenter
- Prevention of and Response to Suicide Bombing Incidents Presenter
- Incident Response to Terrorism Bombings Presenter
- Understanding and Planning for School Bomb Incidents Presenter
- Bomb-Making Materials Awareness Program Presenter
- Scenario-Based Executive Level Decision Making Presenter
- American Red Cross CPR/First Aid/AED Instructor
- Certified National Crime Prevention Specialist, Level II
- Certified Associate Emergency Manager
- Certified Continuity of Operations Specialist
- Certified Advanced Public Information Officer
- Certified Crisis/Hostage Negotiator
- Certified Personal Protection Specialist
- Certified Virginia Law Enforcement General Instructor
- Certified Law Enforcement Driving Instructor
- Hold current US Department of Justice Security Clearance

Education

Virginia Polytechnic Institute and State University
May 1991 • Bachelor of Arts

US Department of Homeland Security, Emergency Management Institute
October 2006 • Advanced Professional Series Certificate

US Department of Homeland Security, Emergency Management Institute
February 2007 • Professional Development Series Certificate

Professional Affiliations

- FBI Norfolk and Richmond Field Office InfraGard Chapters
- US Attorney's Office, Anti-Terrorism Advisory Council
- Association of Threat Assessment Professionals
- American Society for Industrial Security
- Academy of Security Educators and Trainers, Life Member
- Piedmont Regional Crime Prevention Association, Vice President

Awards

- Anti-Defamation League, Shield Award Honorable Mention
- National Fusion Center Association, Outreach Award
- Virginia State Police Superintendent's Award of Excellence
- Dr. Richard W. Kobetz Award for Outstanding Professional Accomplishments

VIRGINIA DEPARTMENT OF CRIMINAL JUSTICE SERVICES ADVERTISEMENT
PROGRAM ADMINISTRATION SPECIALIST II

Working Title: Grant Program Coordinator/ Threat Assessment Subject Matter Expert
Position #:

The Department of Criminal Justice Services (“Department”) is seeking an organized, collaborative, professional, team player with subject matter expertise in behavioral threat assessment to serve as Grant Project Coordinator. If you love working with grants, have significant experience with behavioral threat assessments, and are passionate about helping make the community safer, this might be the perfect job for you.

This temporary, two-year, position is responsible for supporting the Department’s training, technical assistance, and program management and implementation of the DHS Targeted Violence and Terrorism Prevention (TVTP) Grant Program. Come join the Department, be part of a dynamic team, and make a difference in Virginia’s communities.

Responsibilities include:

- Adhering to all grant reporting requirements and deadlines.
- Carrying out all aspects of the project to ensure the project goals are achieved per the guidelines of the grant and the legislative mandates related to threat assessment.
- Collaborating with staff and stakeholders to develop major activities and task list for the grant year with completion deadlines.
- Collaborating with staff, various law enforcement, and all involved agencies and community groups, task forces, and committees at the local, state, and federal level to assist in the development of partnerships and resources for Virginia constituents related to terrorism and targeted violence prevention, and behavioral threat assessment.
- Communicating regularly with all related parties, including DHS throughout the two year-year grant cycle.
- Completing all required reports for DHS in a timely manner throughout the grant period.
- Adhering to a written plan for effective delivery of services based on objectives of grant.
- Facilitating the development and delivery of educational and informational presentations to the target audiences to include educational groups, professional organizations, and civic and business organizations on behavioral threat assessment related topics.
- Monitor progress towards the attainment of objectives and milestones necessary to complete grant outcomes.
- Provide oversight of grant expenditures and budgets.
- Provide oversight and review of program implementation, resource content and departmental expenses.
- Work independently and collaborate as needed to develop, deliver, and coordinate awareness and threat assessment training and resources for all constituents including civilian community members throughout the Commonwealth of Virginia, including those with access and/or functional needs, faith based and community organizations, state and local law enforcement agencies, K-12 public and private schools, Institutions of Higher Education, statewide agencies, to include: Virginia State Police, Virginia Fusion Center, Virginia Department of Education, Virginia Department of Behavioral Health and Disabilities Services, Virginia Community College Services, State Council for Higher Education in Virginia, Virginia Association of Chiefs of Police, Virginia Association of Campus Law Enforcement Agencies , and other local, state, and Federal entities as appropriate.

The ideal candidate must possess:

- Considerable demonstrated experience in working with Federal grant programs.
- Considerable demonstrated experience in working with behavioral threat assessment, and policies and practices of threat assessment teams.
- Demonstrated strong program management skills.
- Familiarity with anti terrorism, extremism, safety and security issues, and related topics.
- Considerable demonstrated experience in the development and delivery of instructional and informational programs.
- Demonstrated experience working with Virginia local governments and state agencies. Knowledge of the functions and operations of State Government.
- The ability to speak publicly and effectively communicate with diverse audiences.
- Documented experience in working both as an active and contributing member of a team as well as independently.
- Excellent, effective oral and written communication skills.
- Knowledge of Microsoft Office Suite to include, but not limited to Word, Excel, Outlook, Publisher, Access, etc., Internet, and e-mail software.
- The ability to travel overnight as needed.

Preferred qualifications are:

- Prior related experience as a behavioral threat assessment grant coordinator.
- Bachelor's Degree in public administration, criminal justice, education, or a related field; or equivalent applicable experience or training.

Interview candidates may be required to demonstrate the skills and abilities necessary for satisfactory performance of work. Consideration for an interview is based solely on the information within the application. The candidate selected for the position must successfully complete a criminal background investigation and complete and submit a Form I-9 (Employment Eligibility Verification) which will be entered into the Federal E-Verify system to confirm identity and work authorization. The individual may also be responsible for submitting an annual Statement of Personal Economic Interest. In addition, the selected candidate who begins original employment or re-employment in this position must serve a 12-month probationary period effective from the date of employment. The anticipated starting salary range is \$75,000 and does not include a benefits package.

To apply, submit a completed State of Virginia Application for employment at <https://virginiajobs.peopleadmin.com/login> by the end of the day on TBD. The application and supplemental questions must be completed in a comprehensive manner and reference any pertinent knowledge, skills, and abilities as well as any previous experience that relates to the position. Information on the application is the source used for screening the position. Also, failure to complete any section of the application may disqualify the application. Applications should include complete work history, including periods of unemployment if applicable. Fax, email, or mail applications will not be accepted. Résumés and cover letters may be attached to the online application, but are not accepted in lieu of a completed application, nor should they be referenced in the body of the application in place of a complete answer.

The Virginia Department of Criminal Justice Services is an EEO employer. Reasonable accommodations are available upon request. Americorps, Peace Corps, and other National Service Alumni are encouraged to apply. DCJS also encourages and invites veterans to apply.